



Department of
**Finance &
Administration**

Strategic
Technology Solutions

STS Career Opportunity

Date Posted: 11/27/2019

Position Title: Chief Data Officer

Location: STS – 901 5th Avenue North, Nashville, TN 37243

Hiring Manager: JP McInnes, Deputy Chief Information Officer

Closing Date for Posting: 12/11/2019

Job Summary:

The Chief Data Officer (CDO) is the technology executive who bears responsibility on behalf of the State of Tennessee to foster value creation by means of the organization's data assets. The CDO reports to the Deputy Chief Information Officer and is a full-time member of the STS Executive Leadership Team. The associated tasks include:

- Creating value through data exploitation, providing the platform for data mining, machine learning and artificial intelligence techniques
- Envisioning data-enabled strategies
- Enabling all forms of business outcomes through analytics
- Establishing data and analytics governance
- Specifying enterprise information policy

As such, the CDO is the senior-most technology executive with responsibility for aligning data policy and administration with relevant regulatory, legal and ethical mandates.

Primary Responsibilities:

- Take authority, responsibility and accountability for unlocking the value of enterprise information assets, and of the analytics used to render insights for decision making, automated decisions and augmentation of human performance. Be the leader of data-driven insights that help support the exploitation of strategic and tactical business opportunities.
- Work with the Office of Evidence and Impact and other executives to establish the vision for managing data as a business asset to exploit data using research and analytics to maximize the return on data assets. Develop methods to ensure consistent application and use of analytics. Establish the governance of data and algorithms used for analysis, analytical applications and automated decision making.

- Define data and analytics strategy practices, lead the creation (and assure the ongoing relevance) of the State's data and analytics strategy in collaboration with the Office of Evidence and Impact and other executives. Institute an enterprise operating model that is consistent with the capabilities and competencies required to execute the strategy.
- Expand the State's research and analytics offerings, especially in emerging analytical approaches, skills and technologies, focusing them on digital business innovation.
- Foster the creation of a data-driven culture, related competencies and data literacy across the enterprise.
- Identify new kinds, types and sources of data to enable business innovation throughout the State. Create and oversee a centralized service for sourcing internal/external data to ensure quality, traceability, timeliness, usability and cost-effectiveness. Define processes for the effective, integrated introduction of new data.

Regulatory and Governance Accountabilities:

- Act as the State's representative to regulators, and represent the enterprise to customers, suppliers and external bodies in the development of data and analytics standards.
- Ensure that appropriate audit controls exist for data and analytics that serve as the source material for regulatory reports.
- Ensure that the data used for financial reporting and to support legal requirements is valid, reliable, traceable, timely, available, secure and consistent.
- Develop and maintain controls on data quality, interoperability and sources to effectively manage the corporate risk associated with the use of data and analytics.
- Collaborate with the chief information security officer and data privacy officer to create policies and controls for the appropriate protection of information assets. Protection should encompass a defined information life cycle, from acquisition or creation to end of life destruction and disposal procedures.
- Organize, lead, and chair a data and analytics governance council to provide executive sponsorship for and oversight of governance policy creation and compliance. Participants represent several key organizations, and legal (often acting in the role of local data stewards).
- Participate in the following governance domains: business strategy and planning, management and financial reporting, enterprise architecture, IT strategy and planning, risk and compliance, and marketing strategy and planning. This includes participating in other governance forums where the CDO's input is desired.
- Define, manage and advance enterprise information management principles, policies and programs for stewardship, advocacy and custodianship of data and analytics, in concert with legal, information security, and corporate risk and compliance offices.
- Define, manage and ensure an adequate information trust model, controls for master data and metadata management, including reference data.
- Measure master data and reference data for compliance to policy, standards and conceptual models. Assure the deployment and management of data quality monitoring practices.
- Ensure the timely execution of independent audits, as appropriate.

Management and Operational Accountabilities:

- Develop, manage, allocate and govern the annual budget for the office of the CDO.
- Organize and lead a data and analytics center of excellence, and constantly improve the organization's capacity to develop insights with advanced analytics.

- Lead the development, publishing and maintenance of the State's information architecture, as well as a roadmap for its future development, ensuring that it matches and supports organizational needs.
- Oversee the integration and staging of data, and the development and maintenance of the data lakes, data warehouse and data marts, for use by analysts throughout the organization.
- Partner with other executives to scan the horizon for emerging management tools, skills, techniques and technologies. Work together to ensure their timely introduction for competitive advantage and to minimize duplication.

Education:

A bachelor's or master's degree in business administration, computer science, data science, information science or related field, or equivalent work experience. Academic qualification or professional training and experience in legal and regulatory areas are also desirable. A graduate degree in mathematics, data science, information science or a related field is an advantage.

Experience:

- Fifteen or more years of business experience, ideally in business management, legal, financial or information or IT management recently at or near the executive level. Broad business experience internally and within the vertical industry is desired.
- Five or more years of progressive leadership experience in leading cross-functional teams and enterprise-wide programs, operating and influencing effectively across the organization and within complex contexts.
- Experience in integrating complex, cross-organization processes and information strategies, and/or designing strategic metrics and scorecards.
- Experience running data analytics teams using the latest data mining, machine learning and/or artificial intelligence techniques.

Ready To Apply?

Only candidates who meet the minimum requirements for the position will be considered for interview. Please submit your professional resume to the contact below. Submissions received following the closing date posted above will not be considered. Thank you.

The State of TN is an Equal Opportunity Employer. This position requires a criminal background check. Therefore, you may be required to provide information about your criminal history in order to be considered for this position.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.

Resumes should be submitted via email to EIT.Resumes@tn.gov